

IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

In re Patent Application of

Thomas Mackay, et al.

Date: October 26, 2000

Serial No. 09/631,810

Filed: August 3, 2000

For: WORKFLOW MANAGEMENT SYSTEM AND METHOD

DECLARATION OF MARIA LAPITAN

1. I am a legal secretary employed by the law firm of OSTROLENK, FABER, GERB and SOFFEN (OFGS). I work for Lawrence A Hoffman, an attorney at the firm. Mr. Hoffman was responsible for the above-identified patent application.

2. At Mr. Hoffman's request, I prepared a Declaration and Power of Attorney and an Assignment, and forwarded these documents to the client for execution by the inventors. When we received the signed documents, Mr. Hoffman requested that I prepare the application for filing.

3. According to our standard procedures, I obtained copies of the specification and drawings, and a check in the amount of \$3,292.00 covering the filing fee and the fee for recording the Assignment. I then prepared a Transmittal Letter (a copy of which is attached to this Declaration as Exhibit 1, an Assignment Cover Sheet, a return-addressed postcard and an express mail envelope (Mailing Label No. EL008130063US) addressed to the Honorable Commissioner of Patents and Trademarks.

4. After copies of the specification and drawings were made, I checked to be sure that no pages were missing. The copies, including abstract and claims, all consisted of 99 numbered pages.

5. Still following our standard procedures, on August 3, 2000, I had Dorothy Jenkins, a receptionist at OFGS, sign an Express Mail Certificate on the Transmittal Letter and then gave the Transmittal Letter, together with the Assignment Recordation Cover Sheet, to Mr.

Hoffman for signature. After Mr. Hoffman signed these documents, I made photocopies, and assembled complete PTO, file and client copies of the application.

6. Each copy of the application included all the items listed in the Transmittal Letter (Exhibit 1). The signed originals of the Declaration and Power of Attorney, the Assignment and Cover Sheet and the Transmittal Letter, as well as the check and the post card all were included in the PTO copy.

7. After I assembled the copies, I gave the PTO copy to Mr. Hoffman for a final check. When I received it back, I placed it in the Express Mail envelope I had prepared, sealed the envelope and gave it to Ms. Jenkins. I then prepared and signed a Certification, a copy of which is attached to this Declaration as Exhibit 2, stating that all the items listed in the Transmittal Letter were included in the copy of the application being mailed to the PTO.

8. At no time did I remove any items from the assembled PTO copy of the application, and in particular, I did not remove pages 2, 3 and 25 of the specification.

I declare that all statements made herein of my own knowledge are true and were made with the knowledge that willful false statements and the like so made are punishable by fine or imprisonment, or both, under Section 1001 of title 18 of the United State Code and that such willful statements may jeopardize the validity of the application or any patent issued thereon.

Dated: October 26, 2000



Maria Lapitan

CERTIFICATION

I am the individual who sealed the envelope addressed to the Assistant Commissioner of Patents and Trademarks for the new application indicated below.

I certify that immediately before sealing the envelope, I checked its contents and made sure that each and every item listed on the transmittal letter was in the envelope. I then sealed the envelope.

I declare that all statements made herein of my own knowledge are true and were made with the knowledge that willful false statements and the like so made are punishable by fine or imprisonment, or both, under Section 1001 of title 18 of the United State Code and that such willful statements may jeopardize the validity of the application or any patent issued thereon.

Dated: August 3, 2000



Maria Laputan

OFGS File Number: P/2167-221

First Applicant: Thomas Mackay

Title: WORKFLOW MANAGEMENT SYSTEM AND
METHOD

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